

LEET TOWNSHIP BOARD OF COMMISSIONERS

April 12, 2021

Minutes of the Board of Commissioner's Regular Meeting

The Regular Meeting of the Leet Township Board of Commissioners was brought to order at 7:00 p.m. by President Donna Adipietro in the Leet Township Municipal Building, 194 Ambridge Ave., Fair Oaks, PA 15003. Commissioners present were Jim Janaszek (via Skype), Donna Adipietro, Erika Oslick, Carolyn Verszyla and Marty McDaniel. The meeting started with the Pledge of Allegiance.

Also present:

Betsy Rengers, Manager	Pete Pucci, Residents
Cindy Phillips, Treasurer	Dave Volk, Resident
Stephen Chesney, Solicitor	Tracey Vicosci, Resident
Liesa Besong, Resident	Charlie Frederick, Resident
Julia Charko, Resident	Dan Charko, Resident
Tom Jones, Resident	Marlene and Len Chiaverini, Resident
John Stephansky, Resident	Dan Peluso, Resident
Nate and Steph Turner, Residents	Chuck Soman, Residents
Bonnie Hitchens, Resident	Elaine and John Macurak, Residents
Ernie Mancuso, Resident	Bill and Deb Cheddar, Residents
Tracy and Danielle Guyer, Residents	
Rita Zelenski, Resident	
Matthew Lind, Waste Management	

Mrs. Adipietro welcomed everyone to the meeting and gave the rules of public participation.

**PUBLIC PARTICIPATION**

Matthew Lind, Waste Management, asked the Board to change the garbage collection day from Monday to Friday due to the increase in business. A discussion was had over garbage not being picked up and if an addendum to the contract was needed to change the pickup day.

Stephanie Turner, resident, asked about using toters. Mrs. Verszyla asked if the Township could negotiate the Waste Management contract individually instead of through the Quaker Valley Council of Governments. Mr. Volk, resident, loves his service and has no issues. Mrs. Charko stated that she witnessed the collectors putting recycling in with the regular garbage. She called Waste Management to complain. The discussion continued.

Tom Jones, resident, requested that the Commissioners hold a "Meet the Candidates Night". Mr. Jones spoke about the Sunshine Act and his service on the Zoning Hearing Board. He spoke about changes the Township had made about parking in yards and the definition of single-family homes. Mr. Jones spoke about the custodial care homes in Quaker Heights and continued with the candidate request. Mr. McDaniel asked Mr. Jones to moderate the event. Mr. Jones was not interested in coordinating the event.

Bill Wanto, resident, had two issues; he was concerned that a letter he sent to the Commissioners was leaked before the meeting on March 8, 2021. At the March 8, 2021 Board of Commissioners Meeting, the letter was discussed in Executive Session. Immediately after Executive Session, many people attending the meeting knew the details of the letter. Mr. McDaniel insisted that there was public comment on the matter. Mr. Fredericks knew the details of the letter and Mrs. Turner knew a lot about Captain Molinaro being appointed as Chief even before it was discussed. Mr. Wanto stated that his information in the confidential letter should not have been given to the public. It should not have been shared with the public and it was wrong to do so. Moving forward he would hope that the Board used more common sense and not share Executive Session information.

Second Issue: Mr. Wanto filed a Right to Know Request for the costs to use Jordan Tax Service and eliminate the Tax Collector. The requests were denied because the Township does not know what the cost are. There was no bid. The Board eliminated the position because the Tax Collector's last name was Wanto. Mr. Wanto's wife was elected eight years ago because no one wanted the position, and it was not due to nepotism. The person running for Tax

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Collector this year is not aware that the position was changed. The Township does not know the cost to use Jordan for tax collection services. Mr. McDaniel stated that many other municipalities use Jordan. The Township is spending around \$13,000.00 for the position. The Township set the pay at \$1,000.00 per year before the election and it would be up to the tax collector to assign a deputy tax collector. Jordan will do it for \$3.50 a card. The salary was reduced and approved by the Board. Mr. Wanto questioned the \$4,000.00 collected by the Township for the tax certification. This is income the Township will not collect.

Deb Cheddar, resident, asked about when the zoning hearing will be scheduled for the resident on Neeley who built a garage with no permit. Ms. Rengers explained that the hearing is in the process of being scheduled.

Charlie Frederick questioned if Bob Simmons contract is public information and the Solicitor answered yes. Mr. Frederick talked about a motion that was made three years ago regarding Mr. Simmons and felt it was not detailed enough. Mr. Fredericks met with Mrs. Adipietro, Ms. Rengers, and Mr. Janaszek about Mr. Simmons' contract but did not feel that he received the answers he was looking for. Mrs. Adipietro explained that she asked him if his questions were answered and if he had any other questions at that time. He said he did not.

Richard Zalenski, resident asked how to find out if his vote was counted in the Presidential Election. He should contact Allegheny County Department of Elections.

**APPROVAL OF MINUTES**

Correction: Mr. Frederick and Mr. Tirimaccos' names were misspelled.

**MOTION:** Mr. Janaszek made a motion to approve the minutes of the March 8, 2021 Board of Commissioners Meeting, with the spelling corrections, seconded by Ms. Oslick, with all in favor.

**APPROVAL OF BILLS PAYABLE**

Mrs. Verszyla questioned 6 invoices from Cargill Salt for a total of \$22,370.41. Mrs. Verszyla spoke to Ms. Phillips and asked if she had received the delivery slips from Cargill. Ms. Phillips does not pay from the slips, only the invoices. Ms. Rengers explained that there were three bills in December 2020. The due dates were in February of 2021. Cargill put the wrong address on the bills and did not bother to notify the Township that the bills were late until March 22, 2021. We received the invoices 30 days after they were 30 days late. The Township notified every single vendor that we had moved. Cargill did not inform us in a timely fashion. Terms of payment are 60 days after delivery.

**MOTION:** Mr. McDaniel made a motion to approve Check Detail 03-2021, seconded by Mr. Janaszek. Roll call was taken with the vote as follows: Mr. McDaniel, yes, Mrs. Verszyla, yes, based on Mr. McDaniel's review, Mr. Janaszek, yes, Ms. Oslick, yes and Mrs. Adipietro, yes.

Mrs. Verszyla stated that the Township pays bills throughout the month and the Commissioners are reviewing them after they are paid. She would like for the Commissioners to review them before they are paid. Ms. Rengers stated that the President of the Board and the Manager sign the checks and review the invoices. She invited Ms. Verszyla to come down and review all the invoices before they are paid. Mrs. Verszyla stated that all municipalities pay their bills at their regular meeting.

**2021 Budget to Actual Report:**

Mr. McDaniel, Finance Commissioner, reported that the revenues are higher, and the expenses are down. There is no extra payroll this year. The finances are favorable.

**Payroll Report:** The Board was given a payroll report in their packets.

**Cindy Phillips Report:**

We received a Workers Comp dividend from MRM in the amount of \$9,564.22. This is given every year based on Workers Comp claims.

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**Street Light Program:** The Township is participating in the Duquesne Light LED Replacement Program. We usually replace 10 lights per year for \$1,090.00. We are requesting to replace 20 lights this year for an additional \$1,090.00. Mr. A. Wanto explained where the lights will be placed and that all lights in Fair Oaks will be replaced with LEDs.

**MOTION:** Mrs. Verszyla made a motion to approve the replacement of 20 street lights with LED lights as follows: Stone Alley at Frank Street, end of Willow, 122 Willow, Stone Alley @ Willow, Stone Alley at Eckert, 133 Eckert, end of Eckert, end of Neely, 133 Neely, Stone Alley at Neely, Stone Alley at Short, end of Short, 46 Plum Street, end of Plum Street, middle of Maple Alley, 75 Beech Street, across from 4 Beech Street, across from 9 Beech Street, across from 14 Beech Street, and 155 Orchard Street, seconded by Mr. Janaszek, with all in favor.

The Township has participated in the program over the last five or six years.

**Truck Repair paid from Liquid Fuels:** We had a truck repaired and would like to pay for the parts from Liquid Fuels, in the amount of \$1537.00.

**MOTION:** Mrs. Verszyla made a motion to pay Roppa Invoice #5098 for truck parts to repair the 2008 Ford Truck, in the amount of \$1537.34, from the Liquid Fuels Account, seconded by Ms. Oslick. A roll call vote was taken with all in favor.

The Township received \$45,003.21 from Liquid Fuels in 2021. Ms. Rengers explained that the Liquid Fuels account is used for truck payments and the streetlights as budgeted. This account is audited every year and we must account for every expenditure.

**Finance Report:** Mr. McDaniel reported:

March 2021

FNB General Fund	\$101,625.01
FNB Capital Reserve	\$163,337.41
FNB Emergency Reserve	\$22,767.69
Liquid Fuels Account	\$79,696.94
Mortgage Acct/PNC	\$2,500.00
PLGIT Class	\$23,142.37
PLGIT Tax Refund	\$25,001.76
Fireman’s Truck Fund	\$47,737.78

**Tax Collectors Report:** Ms. Rengers reported that there were \$839,663.01 in uncollected taxes.

**Managers’ Report**

Ms. Rengers reported:

- Allegheny Land Trust Resolution for Big Sewickley Creek

Steve Chesney reviewed the Resolution and accompanying documents and recommended that we do not approve the resolution.

- Quaker Heights Food Trucks Report

Quaker Heights will have food trucks again this summer. The Township has requested that each truck fill out the indemnification form, like last year.

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- American Recovery Act

I attended a webinar on the American Recovery Act. Leet Township will receive \$156,000.00. We will receive half this year and half next year. These monies have strict guidelines on how they may be spent, like a grant, and we will track all expenditures associated with this income. We will need to open a separate account for the disbursement, and we will create a budget for it. The Township has significant storm water issues that can be addressed with these funds.

Mrs. Verszyla asked about combined sewers in Fair Oaks. Ms. Rengers explained that there are grants that are available for this work.

Mrs. Verszyla asked about the carry over for Liquid Fuels of \$44,000.00. Ms. Rengers explained that we use the fund for streetlights and truck payments.

- Tree Removal on Ambridge Ave.

I received notification from the Fire Department regarding a cracked and leaning tree on Ambridge Ave. We contacted Duquesne Light and they removed the tree with assistance from the Public Works Department.

- Zoning Hearing Updates

- Neeley Street: we received the Engineers review and will forward it the ZHB. This will allow the Board to schedule the Hearing.
- Main Street: We are waiting for the hearing date.
- QVSD: The School District has filed for a Special Exception from the Zoning Hearing Board. The Hearing should be at the end of May.

#### **Audits**

- DCED Audit: We received the DCED Audit. There were no comments or findings.
- All of our Audits have come back with no comments or findings over the last several years except for the 2019 General Audit. It reflected the loan and the \$50,000.00 down payment that we made from the General Fund for the purchase of the building. The Auditor is available to speak with the Board Members at any time.
- Recycling Report: I filed the Recycling Report with Allegheny County and the COG. We received \$364.80 for the residential portion.

**Tan Loan Update:** We will close on the TAN loan this week.

### COMMITTEE REPORTS

**Building Inspector/Code Enforcement Report:** Ms. Rengers reported:

I have been working with the Building Inspector to notify residents when more information is needed to issue a building permit. We have a resident who is extending their driveway and applied for a curb cut. They will file a storm water plan with the permit. We have a new house that will be built on Fair View Drive. The property owner has received their permits from Allegheny County for on lot sewage and they will file a stormwater plan with their building permit. I notified a resident of a junk car and this has resolved along with other junk car issues in Fair Oaks.

**Public Safety Report:** Mr. Janaszek reported that there were 56 calls in March and listed the calls.

**Public Works Report:** Mrs. Verszyla reported:

April 2021:

- The 2008 pickup truck and the 2014 dump truck were inspected. The pickup truck required significant work because it has over 100,000 miles on it.
- Picked up litter on Camp Meeting Road.
- Patched potholes.
- Reseeded the Olde Sewickley Highlands Island with over 30 tons of soil added.
- Tree trimming and chipper work.

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- Worked with Hazlett to remove a large tree on Ambridge Ave.
- Started mulch jobs around town.
- Spring cleanup of Township Parks.
- Painted restrooms at Plum Street Park.
- Grass cutting.
- Turned in LED forms to Cindy.
- Took off salt spreader for the year.

*Upcoming Work:*

- Little Sewickley Creek Road drain fix.
- Apply post emergent herbicides.
- Install signs and entrance structure to Kenney Drive field park.

Mr. A. Wanto explained that he would like to dedicate the Kenney Drive park to Gary Bradel. He would like to change the entrance to the park and fix the signs. We will have to add the park rules to the structure. Mrs. Verszyla would like to have a basketball court at Quaker Heights Park. Mr. McDaniel explained that this issue comes up from time to time. The residents have not wanted playground equipment in the field behind their houses.

**Solicitors Report:** Mr. Chesney sent a letter to Health South with a list of things needed to complete their project. They had requested a release of their bonds and we cannot do that because of a few things that need to be completed. The bond is still in place.

Watson bought the old Health South Building and it is being renovated.

**Fire Department Report:** Mrs. Adipietro reported that there were 6 calls answered in March.

**MS4 Report:** Mr. A. Wanto reported that we have been working on the Olde Sewickley Highlands detention basins. Mr. Slagle is creating a design for the basins and we have budgeted for these projects.

A discussion was had about the American Recovery Grant and storm water.

**Engineers Report:** Mr. Slagle reported:

1. **2021 QVCOG/ACDD Grant Applications** - The 2021 QVCOG/ACDD Grant Application was submitted on September 8, 2020 for the Ambridge Avenue Residual Sidewalk Project. **No action from QVCOG/ACDD.**
2. **Quaker Valley High School Site Plan** - The Quaker Valley High School submitted the Conceptual Site Plan on 10/13/2020 for review/comment at the last Planning Commission Meeting on October 22, 2020. The Planning Commission Meeting recommended that the Developer gain approval from the Township's Zoning Hearing Board for a Special Exception to the Township's AAA-Residence District. Upon approval from the Township's Zoning Hearing Board for the Special Exception, the Developer will complete the required Township's Site plan application. We understand that the Quaker Valley High School Traffic Engineer has completed the Traffic Study and that the Site Plan is now proceeding through the Zoning Hearing process for a Special Exception. We will coordinate with Gateway Engineers when we receive the Traffic Study.
3. **2020 Paving Project** - Bids were received February 10, 2020 for the 2020 paving project with a low bid of \$42,660 (Spencer Lane) and \$58,720 (Chaucer Court) from Mele & Mele.

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The Township has awarded the project at same unit prices as publicly bid on February 10, 2020. The Contract Documents have been processed, a preconstruction meeting has been scheduled and construction should start in April.

Mrs. Verszyla questioned why we did not use Liquid Fuels money last year for the paving project. Ms. Rengers explained that there were several factors involved as to why the Township did not proceed with the paving project last year, but we saved the money to do the project this year. A discussion was had around the issue.

Mr. Slagle explained that the Township did not reject the paving bid in 2020 and Mele and Mele held the 2020 prices for us.

4. **Columbia Gas Mound Street Project** - The project started on January 25, 2021. The majority of the work will be in the dilapidated sidewalks which will be restored by Columbia Gas. Columbia Gas has requested to piggyback on the Township's 2021 paving project. The paving contractor (Mele and Mele) is agreeable to the additional work at the same unit prices bid back in 2020.
5. **Ambridge Avenue ADA Sidewalk Project PH II** - The Township was awarded a grant in the amount of \$220,000 to replace the sidewalks in the Eckert/Neely area of the Township with new ADA sidewalks. We completed the design, construction drawings/Contract Documents for a bid opening by QVCOG/ACDD on April 1, 2021. We recommend awarding the project to EL Grande Enterprises in the unit price amount of \$211,395. This project must be completed by 6/30/2021.

**MOTION:** Mr. McDaniel made a motion to award the Ambridge Ave. Phase II Project to El Grande Enterprises in the unit price amount of \$211,395.00, seconded by Mrs. Verszyla. A roll call vote was taken as follows: Mr. McDaniel, yes, Mrs. Verszyla, yes, Ms. Oslick, yes, Mr. Janaszek, yes, and Mrs. Adipietro, yes.

6. **Small Cell Tower and Fence Ordinances** - We met with the Planning Commission on March 25, 2021 to discuss updates to the Township's Small Cell Tower Ordinance to cover the pending 5G Technology within the Township and Fence Ordinance. We are continuing to work on these ordinances.

Ms. Rengers stated that the Township received a grant for \$68,000.00 for new sidewalks on Ambridge Ave in 2020. The Township has been awarded \$220,000.00 for Phase II of the project. Columbia Gas will replace sidewalks on Mound Street. We may file for a Phase III of the project and all of the residents of Fair Oaks will receive new sidewalks at no cost.

A discussion was had about Fair Oaks and Quaker Heights eligibility to receive grants. A short discussion was had around the issue.

**Health and Sanitation:** No report.

**Quaker Valley Council of Governments:**

**Approval to pay Utilization Fee for Grant Work**

The COG charged a \$500.00 application fee and 2% of the total project award for the grant work for Ambridge Ave Phase II project. The total for the Ambridge Ave Phase II project is \$1344.00.

**MOTION:** Mr. McDaniel made a motion to approve the payment of \$1,344.00 to the Quaker Valley COG for the grant work performed on the Ambridge Ave, Phase II grant, seconded by Mrs. Verszyla, with all in favor.

**Approval of Resolution 2021-02 (QVCOG Joint Bid Participation for Disposal Services)**

This is a resolution to participate in the bid process for disposal services with the municipalities of the COG and pay

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the COG \$200.00 for the work associated with the bid process. The Township can choose not to accept the bid for recycling but not for services. The purchasing power of the municipalities in the COG should bring in a better price.

**MOTION:** Mr. McDaniel made a motion to approve Resolution 2021-02, to participate in the joint bid process for disposal services and pay the COG \$200.00 for the bid work, seconded by Mr. Janaszek. A roll call was taken with a vote as follows: Mrs. Verszyla gave a reluctant "yes" because she would like to see the bid the Township could get on its own, Mr. McDaniel, yes, Mr. Janaszek, yes, Ms. Oslick, yes, and Mrs. Adipietro, yes.

**Receipt of 904 Recycling Grant Payment**

The Township received \$364.80 for the residential portion of the Act 904 Recycling Grant.

**Quaker Valley School District Report**

**Approval to send Traffic Study for Engineers Review:** Ms. Rengers has been working with Zoning Hearing Board Solicitor Vince Restauri and Leet Township Solicitor Steve Chesney on the Traffic Study and whether it should be sent to the Engineers for a formal review. A short discussion was had on the topic. The Township has engaged Gateway Engineers for the Traffic Study Review.

The Zoning Hearing Board will decide on the land use only. Mr. Slagle explained the process to the Board. Once the ZHB renders an opinion, it cannot be changed. The discussion continued. The Township asked for a Geo Tech report and the school said no. The ordinance for Special Exceptions only requires a Traffic Study. The Commissioners should remain neutral until the Zoning Hearing Board decides on the plan. If it is approved by the ZHB, it will then go to the Planning Commission will all of the studies and requirements.

A discussion was had over the Traffic Study Review. The pro school group and anti-school group can have the traffic study reviewed by their own engineers. Mr. McDaniel would like to have Gateway Engineers review the plan. Once the Township has a written review, it is evidence in the hearing. The discussion continued over the review. The Zoning Hearing Board has not requested a review of the plan. The Traffic Study is a part of the school's application. The discussion continued.

**MOTION:** Mr. Janaszek made a motion to have Gateway Engineers and Dan Slagle give a preliminary review of the QVSD Proposed High School Traffic Study, but not render a written decision at this time, seconded by Ms. Oslick. Roll call was taken with all in favor.

**UNFINISHED BUSINESS**

**Approval of Resolution 2021-03 (QVAA Appointment)**

**MOTION:** Mr. McDaniel made a motion to appoint Sarah Miller to the Quaker Valley Ambulance Board for a five-year term, seconded by Ms. Oslick. Roll call was taken with all in favor.

**Chicken Ordinance Amendment:**

At the last meeting we had a chicken hearing regarding increasing the number of chickens and only one resident commented on it. The rest of the ordinance will remain the same with the placement of the coop, care of the chickens, and the property lines.

**MOTION:** Ms. Oslick made a motion to have Mr. Chesney write an amendment to the chicken ordinance, increasing the number of chickens from four to eight, seconded by Mrs. Verszyla, with all in favor.

Watson is allowing us to use the building for a polling place.

Mrs. Verszyla asked for an update on the Police Payroll Audit and would like the auditor to report to the Board.

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The Police Department has a body camera policy.

The Civil Service Board will meet on Wednesday Night.

Mrs. Verszyla would like for the War Memorial Board to meet. We will ask for donations in our newsletter.

**NEW BUSINESS**

**Approval of Resolution 2021-04 (ZHB Alternate)**

An alternate member on the Zoning Hearing Board had a conflict of interest for the school district zoning hearing and the ZHB Solicitor asked the Township to quickly appoint another alternate for the school zoning hearing.

**MOTION:** Mr. Janaszek made a motion to approve Resolution 2021-04, appointing Tony Tirimacco as an Alternate for the Zoning Hearing Board for a three-year term, seconded by Mrs. Verszyla. Roll call was taken with all in favor.

**Approval of Resolution 2021-05 (Hazard Mitigation)**

**MOTION:** Mr. Janaszek made a motion to approve Resolution 2021-05, adopting the Allegheny County 2020 Hazard Mitigation Plan as the official Leet Township Mitigation Plan, seconded by Ms. Oslick, with all in favor.

**Approval of Resolution 2021-06 (Allegheny County Side yards Program)**

Jeff and Liesa Besong applied with Allegheny County Side Yards Program for approval to acquire the three lots that adjoin their property along Lunak Drive. Ms. Rengers spoke with the County and they have reviewed and approved the application for the three lots only.

**MOTION:** Mr. McDaniel made a motion to approve Resolution 2021-06, a resolution approving the acquisition and subsequent disposition of numerous parcels of vacant property know as Lot/blk 934-G-00184 (3 contiguous lots only, behind 934-G-186), seconded by Mrs. Verszyla. A roll call vote was taken as follows: Mr. McDaniel, yes, Mrs. Verszyla, yes, Ms. Oslick, yes, Mr. Janaszek, yes, and Mrs. Adipietro, yes.

**Approval to Advertise the 2021 Planning Commission Meeting Schedule on 4<sup>th</sup> Thursday of each Month**

**MOTION:** Mrs. Verszyla made a motion to approve the advertisement of the 2021 Planning Commission schedule for the 4<sup>th</sup> Thursday of each month, seconded by Ms. Oslick. Roll call was taken with all in favor.

**Approval to Advertise 2021 Board of Commissioners Meeting Schedule on second Monday of each Month**

Mrs. Verszyla would like to add a work session to the schedule. We will discuss this at the next meeting.

**MOTION:** Mrs. Verszyla made a motion to approve the advertisement of the 2021 Board of Commissioners schedule for the 2<sup>nd</sup> Monday of each month, seconded by Ms. Oslick. Roll call was taken with all in favor.

**ALOM Conference:** Ms. Oslick, Ms. Rengers and Ms. Adipietro would like to attend the ALOM Conference on June 17-19, 2021. We did not budget for this expenditure. This would entail a two-night stay Rooms: \$449.00 and conference \$200.00 per person.

Ms. Rengers reserved the Commissioners rooms on the Township credit card and her room reservation was placed on her own credit card. A discussion was had about the budget and the conference. Mrs. Adipietro will pay for her own conference costs.

**MOTION:** Mr. Janaszek made the motion to approve Ms. Oslick and Ms. Rengers to attend the ALOM Conference for two nights and days for a total of \$1,298.00, seconded by Mr. McDaniel. Roll call was



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taken with a vote as follows: Mrs. Verszyla, no, Mr. McDaniel, yes, Ms. Oslick, yes, and Ms. Adipietro, yes.

**Gun Trade In/Purchase**

**MOTION:** Mr. McDaniel made a motion to approve a gun trade in/purchase with Phoenix Distributors for a Colt M4 Carbine Rifle, in the amount of \$100.00, seconded by Mrs. Verszyla. Roll call was taken with all in favor.

**Tuition Assistance:** Ms. Rengers asked for Tuition Assistance for professional development in the amount of \$2100.00. This is an accounting course with an emphasis on QuickBooks at Beaver County Community College. This is a 6-month on-line course. A discussion was had around the issue. Mr. McDaniel suggested taking the money out of the Emergency Fund.

**MOTION:** Mrs. Verszyla made a motion to pay for professional development for Ms. Rengers in the amount of \$2100.00 for Bookkeeping in QuickBooks Online course from Beaver County Community College, seconded by Mr. Janaszek. Roll call was taken with all in favor.

**Cargill Participation**

A short discussion was had about salt prices and purchasing.

**MOTION:** Mrs. Verszyla made a motion to send a *Letter of Intent* to Cargill to participate in the second-year option for the purchasing of salt, seconded by Mr. Janaszek, with all in favor.

Mr. Janaszek stated that the residents are unhappy with the unpermitted garage built on Neely Street. The Township must enforce the Flood Plain Ordinance, or the residents may lose the rights to have flood insurance. The resident has filed for a zoning hearing. Mr. McDaniel would like for the Township to give a position at the zoning hearing. Citations have been issued. Mr. Chesney will represent the Township at the hearing.

**PUBLIC PARTICIPATION**

There was no public participation.

**CORRESPONDENCE**

There was no correspondence.

**ADJOURNMENT**

**MOTION:** Mrs. Verszyla made a motion to adjourn at 9:56 p.m., seconded by Mr. Janaszek, with all in favor.

Respectfully Submitted:  
*Betsy Rengers, Manager*